

SOUTHAMPTON and DISTRICT PHILATELIC SOCIETY

RULES

The Society

1. The Society shall be known as “The Southampton and District Philatelic Society”, whose objectives shall be:
 - a. General study and advancement of philately in all its aspects;
 - b. The provision of an environment for collectors to meet and discuss their various interests, to exchange stamps and to improve knowledge;
 - c. The formation of a philatelic library for the use of members;
 - d. The provision of speakers and displays locally;
 - e. The organisation of visits to national and international philatelic events;
 - f. The provision of a Stamp Packet.

Membership

2. The society shall consist of Honorary Life Members, Full Members, Junior Members and Temporary Members. All except the Life Members shall pay an annual subscription as determined at a General Meeting from time to time.
3. Junior Membership shall be open to all persons under 18 years of age. On obtaining this age they are entitled to become Full Members without further election and shall pay the Full Membership subscription on the next renewal date. As Junior Members, they are entitled to attend meetings and use the library, but do not have the right to vote, nor to receive the Stamp Packet.
4. Temporary Membership shall be open to students at Southampton University and other establishments of Higher Education in the city. As Temporary Members they are entitled to attend meetings and use the library, but do not have the right to vote, nor to receive the Stamp Packet.
5. Candidates seeking membership must complete an application form and obtain signatures of two Full Members of the Society as proposer and seconder. The candidate becomes a member of the Society after election by members at an Ordinary or General Meeting and after payment of the required subscription. If a prospective member does not have the necessary sponsors, the application form is to be completed as far as possible and sent or handed to the Membership Secretary.

6. The Society complies with the provisions of the Data Protection Act.
7. All members shall be bound by the 'Rules of The Society'.
8. The Membership Secretary is to be notified by members in writing of resignation and changes of address.
9. The Society reserves the right to refuse or terminate membership, without explanation.

Meetings

10. **Ordinary Meetings** Evening meetings will normally take place on the first and third Tuesdays of each month, with the exception of August and December, when they may be held on the first Tuesday only. Afternoon meetings will normally take place on the second Thursday of each month.
11. Members may introduce visitors at any Ordinary Meeting, but not the same visitor more than three times in any one year.
12. **Annual General Meetings** An Annual General Meeting is to be held as one of the meetings in March or April, when an Annual Report and an audited Statement of Income and Expenditure together with a Balance Sheet for the previous year shall be presented.
13. **Special General Meetings** A Special General Meeting shall be called if the Secretary receives a written request setting out details of the resolutions or proposals to be discussed, signed by five or more members.
14. No new rules, nor alterations to, nor deletion of existing rules, shall be made except at the Annual General Meeting or a Special General Meeting at which not less than ten members shall form a *quorum*. Twenty one days' notice of such meetings shall be given in writing to all members.

Subscriptions

15. All subscriptions become payable on January 1st annually. Any member whose subscription remains unpaid at the end of March shall be deemed to have resigned, and his/her name is liable to be deleted from the Society's membership.
The first subscription of members joining shall cover membership to December 31st of that year.
Payment of subscriptions by Standing Order will be accepted. Forms are available from the Society's Officers.

Officers

16. Officers of the Society shall be elected at the Annual General Meeting as follows:
- The **President** and **Vice President** (acting as 'President Elect') shall be elected for a term of three years. Both may only seek re--election for one further term and may serve in their respective capacities for no more than a total period of six years (consecutive or otherwise).
 - The **Chairman** shall be elected for a term of five years and may seek re—election for a further term of three years only. No person may serve as Chairman for more than a total period of eight years (consecutive or otherwise).
 - The **Vice Chairman** shall be elected for a term of three years and may seek re—election for a further term of three years.. No person may serve as Vice Chairman for more than a total period of six years (consecutive or otherwise).
 - The following Officers of the Society shall be elected annually – **Convenor** of the Afternoon Meeting, (elected by Members of the Meeting), **Secretary, Membership Secretary, Programme Secretary, Treasurer, Assistant Treasurer, Youth Development Officer, Librarian, Packet Manager, Auctioneer, Auction Manager, Competitions Secretary, Bulletin Editor, Public Relations Officer, Archivist, Curator.**
17. The affairs and business of the Society shall be conducted by the Committee consisting of the Officers of the Society and three Members' Representatives, one of which Representative shall be elected by the Afternoon Meeting from among its Members. The Members' Representatives shall be elected annually at the Annual General Meeting. A quorum of the Committee shall be five persons. The Committee shall have the power to co-opt and shall be fully entitled to act as they consider fit in all matters not otherwise provided for in the Rules. All appointments are honorary except for the Packet Manager who is entitled to retain a small commission on sales, as determined by the Committee. One member of the Committee is to be nominated to represent the Society at Hampshire Federation meetings.
18. At all meetings of the Society or of the Committee, the Chairman shall have the casting vote.
19. An honorary Auditor shall be elected annually at the Annual General Meeting.

Finance

20. Banking accounts shall be maintained in the name of the Society as follows:
- General Account and Investment Account - controlled by the Treasurer
 - Packet Account - controlled by the Packet Manager.

The sole signature of the person controlling the account, or in each case one other nominated Officer of the Society, shall be sufficient authorisation for transactions within the respective accounts on behalf of the Society.

21. All changes in the Society's signatories shall be notified to the bank by the Secretary in writing. If for any reason an Officer cannot continue to carry out his duties, the Committee shall have the immediate power to appoint a replacement. Until such time as the new Officer shall assume control, any banking account shall be operated by any two of the following Officers: President, Chairman, Secretary, Treasurer and Assistant Treasurer.
22. Neither the Society nor its Officers accept any financial responsibility whatsoever for the safety of stamps or other philatelic items brought by members or visitors to meetings, displayed in competitions or submitted for inclusion in the Society's auctions or Stamp Packet.

Stamp Packet

23. The Stamp Packet is to be conducted for the benefit of Full and Honorary Life Members of the Society, all of whom shall be entitled to receive the packet if they so wish. The Packet Manager may terminate the participation of a member, without explanation.
24. The Packet Manager shall supervise and control the Stamp Packet in accordance with prescribed rules, of which a copy shall be included in each Stamp Packet.
25. A member who wishes to discontinue receipt of the Stamp Packet, either temporarily or permanently, is to notify the Packet Manager in sufficient time for alternative distribution arrangement to be made.
26. The Packet Manager shall have the right to refuse booklets not in accordance with the Stamp Packet rules, or which for any other reason he considers undesirable. Every care will be taken to protect members from loss, but neither the Packet Manager nor the Society shall be in any way responsible for the debts of members, nor for any philatelic material lost.
27. Vendors shall be charged a commission on sales through the Stamp Packet at a rate to be determined from time to time by the Committee.

Auctions

28. The organisation of society auctions and preparation of auction lots shall be undertaken for the benefit of the members of the Society, all of whom shall be entitled to bid in The Society's auctions if they so wish.
29. The organisation and lot preparation will be conducted by the Auction Manager in accordance with prescribed rules, a copy of which will be available to all vendors and to participants at each auction.
30. The sale of lots at the Society's auctions will be conducted by the Auctioneer.
31. Vendors shall be charged a commission on sales at auction at a rate to be determined from time to time by the Committee. There will be no buyers' premium.

Library

32. The Library will usually be open during the Society's first evening meeting each month when items may be perused, borrowed and returned. Additionally the Library may be available on other Society evenings subject to access. The Library will not be generally available on or during an Auction or any special activity evening where a conflict of interest would arise. In these circumstances the Librarian will do what he/she can to meet specific requests from members. The loan period is nominally one month. Extensions to the loan period may be applied for and will normally be given sympathetic approval. In the event of the Librarian knowing of his/her absence in advance a deputy will be nominated from within the existing committee. In the event of an unexpected absence the Chairman will decide upon appropriate action for that evening.
33. Fines may be levied on overdue items. Members shall be held liable for any damage or loss of items whilst in their care and shall make appropriate restitution if so requested.

Competitions

34. The Society may hold annual competitions at the Committee's discretion. Other than where specific qualifications apply, all competitions are open to all members. Entries may be made in any of the following classes:
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| a. Aerophilately | e. Revenues |
| b. Open (includes Social Philately) | f. Thematic |
| c. Postal History | g. Traditional (stamps) |
| d. Postal Stationery | h. Picture Postcards |

Definitions of these classes will conform to those in use by the Hampshire Philatelic Federation at the time, or if a class is not yet recognised by the Federation, that used by the Association of British Philatelic Societies (ABPS) for national competitions.

35. Entries within each class can consist of 9 (junior entries only), 16 or 32 sheets. Entries consisting of 16 or 32 sheets should include an Introductory Page. No entry can be considered in more than one class, but judges may, at their discretion, transfer an entry made in one class to another.
36. **Society Trophies**

A Society Trophy will be awarded to the highest scoring 16 or 32 sheet entry in each category:

<u>Trophy</u>	<u>Category</u>
Adams Cup	Postal Stationery
Basil Owen Award	Postal History
Bob McDonald	Aerophilately Class
Fassnidge Plate	Traditional Stamps
John Stockley Rose Bowl	Thematic Class
Millennium Trophy	Revenues
National Westminster Bank	Open Class.
Sharman Trophy	Picture Postcards

37. **Best Exhibits** The highest scoring 16 or 32 sheet exhibit across all categories will be awarded the **Gordon Thorne Trophy**. At the Committee's discretion the two 16 sheet entries with the highest scores will qualify as the Society's entries to the Howard White Inter-Society competition at the next HAMPEX.
38. At the Committee's discretion the Society will pay the appropriate fee (if required) for the highest scoring 32 sheet entry, in a recognised Federation class, into the Jan Kaluski competition at the next HAMPEX.
39. Any entry winning one of the above trophies may not be re-entered in a Society competition for three years, irrespective of the number of pages that may have been changed.
40. **Other Awards**
Three other Society trophies may be awarded:
Marianne Trophy awarded for a single sheet entry in any philatelic class. This competition will be judged by the Society members and guests present.
Members' Competition Shield awarded to the winner of the informal Members' Competition that can include entries of less than 16 sheets.
Vernon Junior Medal awarded for the best entry of up to 9 sheets in any class entered by a Junior Member (age limits in accordance with national rules).
41. **General Rules Applicable to All Competitions and Classes**
- Exhibit sheets should not exceed 250mm x 300mm (approx. 10" wide by 12" high).
 - Exhibitors shall only include their bona fide property in an exhibit.
 - All entries shall be suitably mounted and protected in a transparent display cover.
 - Each competitor must write his or her name on the back of each sheet as well as the number of the sheet indicating the order to be viewed.
 - If a photocopy of a philatelic item is used it must be reduced by at least 25% of actual size and labelled as a copy.
 - The Judges may transfer an entry to another class if they consider it appropriate.
 - A full copy of the rules, procedures and marking protocol for each class will be available from the Competition Secretary for all entrants.
 - The winning entries (only) in any of the 16 or 32 sheet competitions cannot re-enter in any class for three years from the date of winning, regardless of how many pages have been changed.
 - No entry fee will be required. No sheet entered in one competition can qualify for another competition.

The Members' Competition is far less structured than the traditional competition evening and more of a fun event and an opportunity to display your material.

- Entries can be 12 to 16 sheets.
- A Formal write-up is encouraged including an introductory page. (The introductory page simply outlines the story of the display - what is being shown and why.)
- A very brief spoken introduction as to the intended story of the entry is permitted.
- A trophy will be awarded based on the votes of all the members present on the evening.

- e. Where welcomed, confidential feedback will be available from more experienced members.
 - f. Opportunity for entrants to participate in a future workshop to provide interactive discussion and advice in a small group setting.
42. The Committee may make minor changes to the Competition Rules from time to time in order to maintain consistency with Federation and International rules.

Affiliations

43. The Society is affiliated to the Association of British Philatelic Societies (ABPS) and to the Hampshire Philatelic Federation (HPS).

Dissolution of the Society

44. Should it be considered either necessary or desirable to dissolve the Society, the Committee shall convene a Special General Meeting of the Members of the Society for the purpose of passing a resolution to that end.
- a. All Members of the Society shall receive not less than 28 days' notice of the Meeting, and shall be entitled to a proxy vote if unable to attend. If the meeting is not quorate it shall be adjourned for not less than 35 days and a further notice shall be sent to all Members giving 28 days' notice of the reconvened Meeting. This reconvened Meeting will proceed even if it is not quorate.
 - b. A Special Committee consisting of the Chairman, Secretary and Treasurer of the Society with further Members of the Society not exceeding three shall be appointed by the Meeting to wind up the Society in accordance with the following procedure:-
 - 1. The Postal History and other Archives of the Society shall not be disposed of other than in accordance with paragraph C below
 - 2. All other non-cash assets of the Society shall be sold as soon as reasonably possible and the proceeds added to the Society's cash assets. The sum which represents the total realisation of the Society's assets, shall be held to the order of the Special Committee
 - 3. If a Society, preferably local to the Southampton and District, which has objectives primarily similar to the Society's objectives shall be formed within a period of two years from the date of the Special General Meeting, or if the Society shall be re-formed, then the Special Committee may pay the sum to such an organisation or organisations which have as their primary objective the furtherance of Philately/Stamp Collecting within the UK.

- c. The Special Committee shall dispose of and distribute the Postal History and other Archives at their discretion with consideration of the intent of the donors and of the historical interest of the Postal History and other Archives.
- d. The Special Committee shall call a Final Meeting of the former Members of the Society not later than one year from the date of the cessation at which the Treasurer shall present a statement of the funds raised and disposal of those funds and Postal History and other Archives held by the Special Committee.